APPROVED

James Jordan Middle School Board of Trustees

Minutes

Board Meeting

Date and Time
Thursday January 20, 2022 at 7:00 PM

Location
7911 Winnetka Ave, Winnetka CA 91306

This Board Meeting is open to the public.
IN ACCORDANCE WITH ORDERS FROM
GOVERNOR NEWSOM, THIS BOARD MEETING WILL BE ONLINE. The right to teleconference continues under AB 361 because California public health officials continue to declare that a state of emergency, requiring social distancing measures, still exists in Calfornia, particularly in Los Angeles County. James Jordan Middle School ("School") welcomes your participation at the School's Board meetings.

https://us06web.zoom.us/j/84542354836?pwd=MkxQRE50aEpFV1VETmxjYVliYlMvZz09

Meeting ID: 845 4235 4836 Passcode: V02flaYT
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The purpose of a public meeting of the Board of Trustees ("Board") is to conduct the affairs of the School in public. We are pleased that you are in attendance and hope that you will visit these meetings often. Your participation assures us of continuing community interest in our School.
To assist you in the ease of speaking/participating in our meetings, the following guidelines are provided:
1. Agendas are available to all audience members on the home page of

www.jamesjordanms.com.
2. ONLINE Board meetings will still have time reserved for PUBLIC COMMENT. If you wish to make a public comment, expect to be limited to 3 minutes. To speak, send an email to bsmith@jamesjordanms.com with a Subject of PUBLIC COMMENT.
a. Non-agenda items: any person may address the Board concerning any item not on the agenda provided that no individual presentation shall be for no more than 3 minutes (or 6 minutes with translation) and the total time for this purpose shall not exceed 20 minutes (provided that the President may grant additional time if circumstances permit). Ordinarily, Board members will not respond to such presentations and no action can be taken as the Board is allowed to take action only on items on the agenda. However, the Board may give direction to staff following a presentation or calendar the issue for further discussion. Individuals may also request that a topic related to school business be placed

on a future agenda and once such an item is properly agendized and publicly noticed, the Board can discuss, respond, and possibly act upon such an item.
b. Agenda Items:The presentation to the Board shall be made at the time a specific item is under discussion. Any person may address the Board concerning any item on the agenda provided that no individual presentation shall be for no more than 3 minutes (6 minutes with translation) and the total time for this purpose shall not exceed 30 minutes (provided that the Board Chair may grant additional time if circumstances permit). Speakers are requested to state their name and address and adhere to the time limits set forth herein. Each speaker is limited to 3 minutes in English and 6 minutes with translation. Spanish translation will be provided by the school at every board meeting. If you need translation for another language, please contact the school 48 hours in advance to allow us to find a translator.
4. In compliance with the Americans with Disabilities Act (ADA) and upon request, the School may furnish reasonable auxiliary aids and services to qualified individuals with disabilities. Individuals who require appropriate alternative modification of the agenda in order to participate in Board meetings are invited to contact the Principal (lara@jamesjordanms.com, 818-882-2496)

Trustees Present
B. Smith (remote), N. Mondragon (remote), R. Edelen (remote), S. Belle (remote)

Trustees Absent
M. Flores, P. Lambros

Guests Present
E. Hodes (remote), G. Lara (remote), J. Green (remote), M. Marsh (remote), P. Reyes-Guerrero (remote), V. Albores (remote)

I. Opening Items

A. Record Attendance

B. Call the Meeting to Order

B. Smith called a meeting of the board of trustees of James Jordan Middle School Board of Trustees to order on Thursday Jan 20, 2022 at 7:00 PM.

C. Approve Minutes

S. Belle made a motion to approve the minutes from Board Meeting on 12-16-21.
B. Smith seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

B. Smith	Aye
N. Mondragon	Aye
M. Flores	Absent
P. Lambros	Absent
R. Edelen	Aye
S. Belle	Aye

II. State of the School

A. Executive Director Report

Tabled for the meeting on 2/17/2022

B. Lead Teacher Report

Tabled for the meeting on 2/17/2022

III. Financials for December 2021

A. Financial report

B. Smith made a motion to accept and approve the financials for December 2021 including balance sheet, check register, and cash flow.
N. Mondragon seconded the motion.
Dr. Marsh- Hold harmless legislation at the state level. Educated guess. Know we have big reserves. Let's hope Sacramento votes.
Evan- Creating a worst-case scenario. 110k net income. Enrollment targets were not set. ASES is under.
The board **VOTED** unanimously to approve the motion.

Roll Call

N. Mondragon	Aye
M. Flores	Absent
B. Smith	Aye

Roll Call

P. Lambros	Absent
S. Belle	Aye
R. Edelen	Aye

B. Establish a bank account for Phoenix Facilities, LLC

B. Smith made a motion to approve opening a bank account for Phoenix Facilities, LLC with signatories being Dr. Myranda Marsh, Griselda Lara, and Nancy Mondragon.
R. Edelen seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

B. Smith	Aye
S. Belle	Aye
N. Mondragon	Aye
P. Lambros	Absent
M. Flores	Absent
R. Edelen	Aye

C. LCAP addendum

B. Smith made a motion to table the LCAP addendum to the meeting on 2/17/2022.
S. Belle seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

S. Belle	Aye
P. Lambros	Absent
B. Smith	Aye
R. Edelen	Aye
M. Flores	Absent
N. Mondragon	Aye

IV. Governance

A. Delegating the authority to declare closure days in 2021-22

N. Mondragon made a motion to delegate to the Executive Director, Dr. Myranda Marsh, the ability to declare days of campus closure when staff shortages make it impractical to operate in person instruction for students.
S. Belle seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

S. Belle	Aye
M. Flores	Absent
P. Lambros	Absent
N. Mondragon	Aye

Roll Call

B. Smith	Aye
R. Edelen	Aye

B. employee vaccination policy update

B. Smith made a motion to table the employee vaccination policy update to the meeting on 2/17/2022.
R. Edelen seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

S. Belle	Aye
B. Smith	Aye
N. Mondragon	Aye
M. Flores	Absent
P. Lambros	Absent
R. Edelen	Aye

C. Parking rentals for 2022-23 at Lanark site

B. Smith made a motion to authorize the Executive Director, Dr. Myranda Marsh, to sign an agreement with the Reseda FourSquare church to rent 15 parking spaces at a cost of $1500 per month for the 2022-23 school year near our new site on Lanark Street.
N. Mondragon seconded the motion.
This will free up to use the new facility the way it should be used.
The board **VOTED** unanimously to approve the motion.

Roll Call

N. Mondragon	Aye
S. Belle	Aye
M. Flores	Absent
P. Lambros	Absent
B. Smith	Aye
R. Edelen	Aye

V. Closing Items

A. Adjourn Meeting

B. Smith made a motion to adjourn the meeting 7:28 pm.
N. Mondragon seconded the motion.
The board **VOTED** unanimously to approve the motion.

Roll Call

N. Mondragon	Aye
P. Lambros	Absent
B. Smith	Aye
M. Flores	Absent

Roll Call

S. Belle Aye

R. Edelen Aye

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 7:28 PM.

Respectfully Submitted,
G. Lara

Documents used during the meeting

- 12.21 JJMS Board Package.pdf
- COVID-19_Employee_VacPolicy BoardApp 4-29-21v2.pdf